



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1/08/2019** Period start date To **31/7/2020**
Period end date

Charity name: **Theydon Bois Playgroup Association**

Charity registration number: **1000272**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the development and education of children primarily below statutory school age by providing appropriate play, education and care facilities
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of pre-school care and education for children in the local community
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	I confirm that the trustees have had regard to the guidance issues by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The pre-school values the contribution made by volunteers and has a volunteer policy to ensure the safe and appropriate

		use of volunteers in the pre-school setting.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Theydon Bois Pre-School has provided care and education for up to 26 children per session for 9 sessions during the week during school term time, for most of the school year. Some of the provision this year was interrupted by the Covid-19 lock-down but distance provision for home learning was provided to support parents care for their children during this difficult time. A successful children's nativity play was held which raised funds for the pre-school and will be used to invest in resources and facilities for the next financial year.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity remains in a good financial position at the end of this period. The pre-school is operating at capacity for children and we have a growing waiting list.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Theydon Bois Pre-School Group has a reserves policy in place to enable it to hold sufficient financial reserves to meet redundancy obligations, pay in lieu of notice and half a term's running costs, and to sustain the pre-school if income falls below expected levels. The Reserves Policy is available on the Pre-School's website.
Amount of reserves held	Para 1.22	£41,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	1. Essex County Council funding per child per term for early years provision. 2. Fees collected from parents and caregivers. 3. Fundraising activities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Pre-School committee members are the Charity Trustees. The Committee members are either elected by Pre-School Committee members at the Annual General Meeting or co-opted by the Committee Chair during the year.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Theydon Bois Pre-School Group
Other name the charity uses	
Registered charity number	1000272

Charity's principal address	Scout Hut Headquarters Loughton Lane Theydon Bois Epping Essex CM16 7JY

Names of the charity trustees who manage the charity

Provided as a list at the table format was not working:

1. Joanne Bishop, Chair, Appointed 18 November 2015, Resigned 1 April 2020
2. Sarah Lilley, Chair, Appointed 1 April 2020, Resigned 1 March 2022 (in process of handover with new Co-Chairs listed below).
3. Harriet Smith, Chair (Co-Chair), Appointed 1 March 2022 to Present
4. Sarah Spuffard, Chair (Co-Chair), Appointed 1 March 2022 to Present
5. Amanda Herbert, Treasurer, Appointed 2017, Resigned December 2020
6. Kristina Williams, Treasurer, Appointed 1 March 2022 to Present
4. Louise Whelan, Trustee, Appointed 2017, Resigned July 2021
5. Suzie Fogarty, Trustee, Appointed March 2020, to Present
6. Karen Legge, Trustee, Appointed July 2020, to Present
7. Deborah Talbot, Trustee, Appointed January 2022 to Present
8. Francesca Barlow, Trustee, Appointed February 2022 to Present

[illegible]

Corporate trustees - names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Sarah Lilley

Karen Legge

Full na

Sarah Lilley

Karen Legge

Trustee

**Position (eg
Secretary, Chair, etc)**

Chairperson

Date

15 March 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Theydon Bois Pre School Group

No (if any)
1000272

CC16a

Receipts and payments accounts

For the period from	Period start date 1/8/19	To	Period end date 31/07/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	88,664	-	-	88,664	96,046
fundraising	112	-	-	112	249
interest	89	-	-	89	60
sundry	204	-	-	204	-
uniform sales	428	-	-	428	298
donation	4,066	-	-	4,066	1,625
		-	-	-	-
		-	-	-	-
Sub total (Gross income for AR)	93,563	-	-	93,563	98,278
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	93,563	-	-	93,563	98,278
A3 Payments					
wages and salaries	80,826	-	-	80,826	81,837
rent	6,444	-	-	6,444	6,210
supplies/refreshments	1,421	-	-	1,421	2,833
insurance	719	-	-	719	824
training	335	-	-	335	-
art materials	1,337	-	-	1,337	1,062
uniform stock	600	-	-	600	-
toys/equipment		-	-	-	2,259
admin/misc	3,240	-	-	3,240	2,690
Sub total	94,922	-	-	94,922	97,715
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	94,922	-	-	94,922	97,715
Net of receipts/(payments)	- 1,359	-	-	- 1,359	563
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	78,146	-	-	78,146	77,583
Cash funds this year end	76,787	-	-	76,787	78,146

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	current ac	36,068	-	
	Investment	40,715	-	
	petty cash etc	3	-	
	Total cash funds	76,787	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Theydon Bois Pre School Group

On accounts for the year
ended

31/7/20

Charity no
(if any)

1000272

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Fiona Sagoo

Date:

25/9/21

Name:

Fiona Sagoo FGS Accountancy & Taxation Ltd

Relevant professional
qualification(s) or body
(if any):

ACA ICAEW

Address:

39 Woodland Way, Theydon Bois, Essex CM16 7DY

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.